



**MIZORAM STATE RURAL LIVELIHOODS MISSION
APPLICATION FORM FOR DATA ENTRY
OPERATOR**

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**Use uppercase to fill up section 1&2. *Use tick mark for check boxes.*

1. Personal Details:

Name <i>(in upper case)</i>	
Father's name	
Mother's name	
Gender	Male <input type="checkbox"/> Female <input type="checkbox"/>
Date of birth <i>(d/m/y)</i>	
Marital Status	Single <input type="checkbox"/> Married <input type="checkbox"/>
Nationality	
Language	Mizo <input type="checkbox"/> English <input type="checkbox"/> Hindi <input type="checkbox"/> Others <input type="checkbox"/>
Address for correspondence	
Permanent address	
Contact No. /Mobile No.	
E-mail id:	
References : (Only academic and professional contact should be nominated)	1. 2.

2. Educational Qualifications (from Xth class onwards):

Name of Examination/Degree/Diploma	Name of School/College/Department/Institute	Name of the Board/University	Subject/Hon/Specialization	Duration	Year of Passing	Marks attained (%age)

3. Work Experience (if any)

Name of Organization	Designation & Location	Duration(Month and Year)		Major responsibilities
		From	To	

Date : _____

Signature : _____

Place : _____

Name : _____

Important Notes for applicants

1. Candidates are requested to fill the application carefully and ensure personal email id and contact telephone details are mentioned therein for further communication.
2. The filled in application must reach the office of the Chief Executive Office, Mizoram State Rural Livelihood Mission (MzSRLM) on or before **18th September, 2023**. MzSRLM reserved the right to reject late or incomplete application.
3. Proficiency in computers and office tools such as Microsoft Office is essential for all positions.
4. The selection procedure will involve short-listing of applicants, Computer Proficiency Test and Personal Interview. Only candidates satisfying the standards of MzSRLM will move forward to the next stage of each recruitment process.
5. Computer Proficiency Test will not carry marks in the final selection and is meant only for elimination so as to identify meritorious candidates.
6. The recruitment processes will be conducted by HR experts from the National Mission Management Unit of NRLM, Ministry of Rural Development, Government of India. MzSRLM will not entertain any extra correspondence with the Mission staffs or the recruiting Agency during the recruitment process and any violation of such will lead to disqualification of the candidate for present and future prospect with the Mission.
7. Prolonged stay in rural areas is required for all the positions. Candidates applying for all the positions should be willing to travel extensively within or outside the State.
8. The terms and conditions for engagement of selected candidates will be as per the Human Resource Manual of Mizoram State Rural Livelihoods Mission. .
9. MzSRLM reserved the right to cancel the recruitment process without assigning any reasons thereof.
10. MzSRLM reserved the right to deselect any candidate during the recruitment process or after engagement if it is found that the candidate has provided false information to the Mission.
11. **Documents to be submitted** (photocopy and attested):
 - i) Educational Qualification Marksheet and certificate from HSLC onwards
 - ii) Computer Certificate
 - iii) Experience Certificate (if any),
 - iv) One Recent Passport Photo copies at the time of form submission and two at the time of Admit card collection.
 - v) Tribal Certificate.
 - vi) Employment Registration
12. The Scheme being a Centrally Sponsored Scheme, there is no scope for regularization or absorption into State Government Service.
13. The Scheme is purely for a fixed tenure/Co-terminus with the scheme.
14. For any further information, please contact the Office of the Chief Executive Officer, Mizoram State Rural Livelihoods Mission, Mizoram New Capital Complex, Near Gate No 1, Khatla, Aizawl.